



# Training Opportunity

<b>Course Title:</b>	<b>Team Building</b>
<b>Date(s)/Time:</b>	<b>16 March 2004 8am to 4pm</b>
<b>Location:</b>	<b>Ft. Benning, Building 4, Classroom 3B</b>
<b>Tuition:</b>	<b>\$172</b>
<b>Vendor:</b>	<b>Adelis Development Systems</b>
<b>Course Manager:</b>	<b>Marsha Samples 356-842-6543/DSN 788-6543 marsha.samples@us.army.mil</b>
<b>Cancellation Policy</b>	<b>Cancellations are permitted until the registration deadline of 12 Feb 2004; however, they must be coordinated with the Course Manager. Organizations will be charged for cancellations received after this date</b>

**Who Should Attend:** Targeted for all Federal employees

**Course Outline:**

- I. INTRODUCTION TO TEAM BUILDING**
  - A. What Can Team Building Do For Us
  - B. Value and Benefits
- II. TEAM ASSESSMENT**
  - A. Stages of Team Development
  - B. Structure
  - C. Meetings
  - D. Commitment and Accomplishment
  - E. Summary and Next Steps
- III. CONFLICT RESOLUTION**
  - A. The Nature of Conflict
  - B. How You Act in Conflicts
  - C. Conflict Strategies: What Are You Like?
- IV. RESOLVING CONFLICT WITH DIFFICULT PEOPLE**
  - A. Disagreeing Diplomatically
  - B. Team Management and Decision-Making
  - C. Additional Techniques

**Registration Information:**

**Registration Deadline: 12 Feb 2004**

Follow your organization's procedures for securing approval to attend this program. To obtain space in this program, submit a completed payment authorization sheet available [here](#) to the course manager by the registration deadline.

**Additional Information:**

Individuals requiring special accommodations should notify the course manager at the time of registration.